

ParcelViewer 2.0 Training

You can download and print this PowerPoint through the ParcelViewer Help Page



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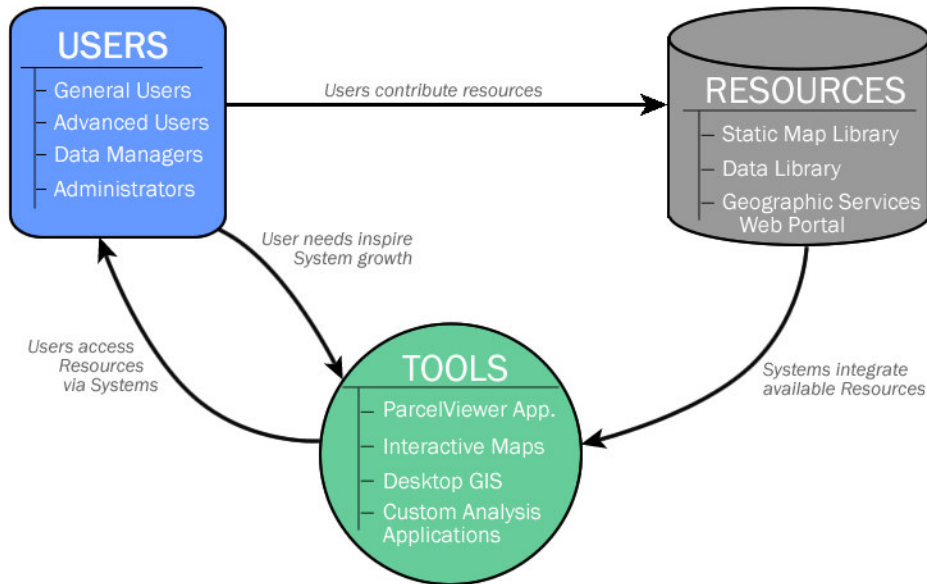


Training Outline

1. Overview of Mono County GIS Site (<http://monogis>)
2. Provide Background to ParcelViewer Upgrade
3. Introduction to ParcelViewer Functionality
4. Case Studies / Examples
5. Getting More Help



Mono GIS Background



ParcelViewer Background

- Upgrade from the original ParcelViewer to ParcelViewer 2.0 was based on overall system upgrades and needs:
 - ESRI Enterprise GIS System Implementation
 - Megabyte Tax System
 - Old ParcelViewer was outdated and no longer supported
- ParcelViewer 2.0 is in production and in development simultaneously – this system will continue to grow!
- Intended future integration with imaging and permitting systems



What is (isn't) the ParcelViewer?

IS:

- A web-based Interactive Mapping Application that is designed to provide users with the basic functions needed to find key information about parcels and development in Mono County
- An application with a specific purpose, that can accomplish a lot of tasks, but certainly not every task
- 'Simple GIS' for the everyday user

IS NOT:

- A 'Silver Bullet' Application
- For everyone, and most likely will not adequately meet the needs of more complex mapping requirements or analysis requests
- 'Desktop GIS' for custom mapping or analysis needs

USERS

- General Staff
- Advanced Staff
- Data Integrators
- Power Users



An Introduction to Using the Parcel Viewer

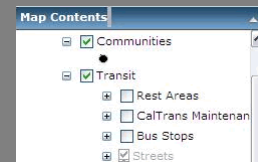
The screenshot shows the Mono County Parcel Viewer web application running in a Microsoft Internet Explorer browser. The interface includes a search bar at the top, a map of Mono County, and several side panels. Red labels with arrows point to specific features:

- Print Tool**: Located in the top left corner.
- Search Tasks**: A panel on the left containing search options like 'By Parcel', 'By APN', 'By Address', and 'By Owner'.
- Pan & Zoom Tools**: Located near the top center of the map.
- Links**: A panel on the right side of the map.
- Standard Tools**: A panel on the right side of the map.
- Buffer Task**: A panel on the left side of the map.
- Results Pane**: A panel on the left side of the map.
- Map Table of Contents**: A panel on the left side of the map.
- Buffer Selection Graphic**: A green square on the map indicating a selected buffer area.



Map Contents

- The map is composed of numerous layers that each represent a collection of data such as parcels, roads, buildings, etc.
- Table of Contents
 - A list of all the map layers
- Map Layers can be enabled/disabled
- Scale Dependencies
 - Some layers appear/disappear at different zoom levels
- Performance issues



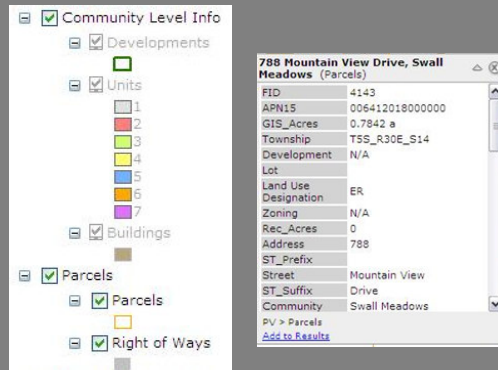
Navigating the Map

- What is Navigation?
- Zooming, scrolling, panning, etc to view different parts and areas of the map.
- Several options for Navigation:
 - Toolbar Navigation
 - Built-in Map Navigation
 - Mouse Controls



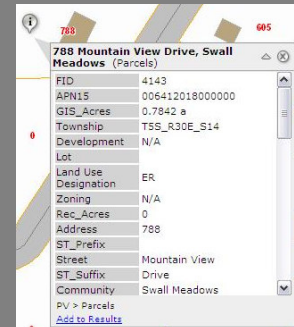
Working With Features

- What are Features?
- Features are objects visible on the map (points, lines, polygons) that represent and correspond to real world objects such as parcels, roads, and buildings.
- Features have Attributes
 - Address
 - APN
 - Name
 - Etc.






Getting Information about Features

- Map Identify Tool
- Click on a Feature to get information about it
- Info window can be expanded by clicking the drop down arrow
- The ID tool will return information on all features at the point where you click.
- When multiple features are selected by the same click, you can select which layer to look at by clicking the layer name at the top of the ID window and selecting the layer you wish to identify.
- Add to Results








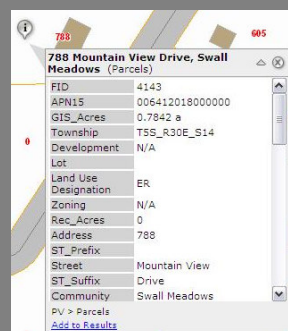
Other Tools in the Toolbar

- Magnifier (Box w/ magnifying glass) 
 - A box which displays a magnified version of the map extent it covers.
 - You can select the magnification level
- Measure Tool (Ruler w/ question mark) 
 - 3 options; measure distance, measure area, measure coordinates (*note: measure coordinates still under development*)
- Overview Map Tool (Box w/ arrow) 
 - Displays an overview map which shows the area currently zoomed into inside a red box



Case Study #1

1. Zoom into the depth of the map where the person lives or Acres I can show you where I live on a map, however... 
2. Navigate to the exact area to find the parcel 
 - How would you solve this?
3. Turn map layers on and off to get the information you want
4. Use the ID tool  to click on the parcel you want information on





Search Options

- Parcel Viewer currently allows you to search for parcels and units using a number of criteria

- **Parcels**

- 7-digit APN
- Address (street number and street name)
- Owner

Search Tasks

By Parcel:	By Unit:
Search by APN	Search by APNIS
Search by Address	Search by Owner
Owner	

- **Units**

- 15-digit APN
- Owner

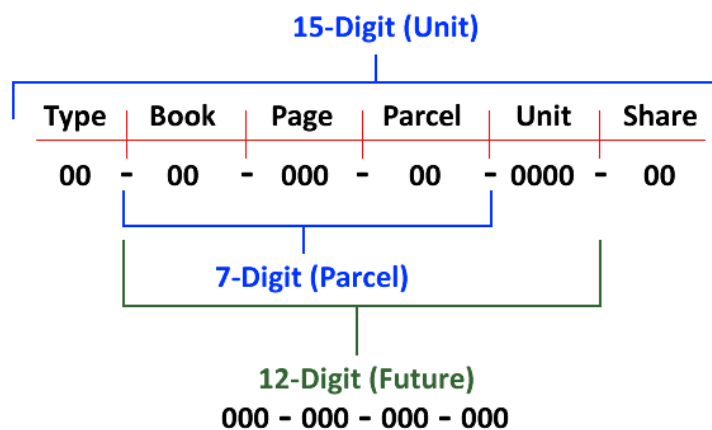
Search by Address

Address:

Street:



Understanding APN Structure





Using the Search Tools

- Click the desired option
- Type your search criteria
 - Partial APNs can be typed in to return multiple parcels or units (i.e. all parcels with APNs starting with '1')
 - Text fields do not require capitalization
- Click 'Find'
- Search results will appear in the "Results" portion of the side panel

The image shows four overlapping search tool windows. The 'Search by APN' window has a text field with '0101001' and a 'Find' button. The 'Search by Address' window has a 'House' field with '137' and a 'Street' field with 'Laurel Mountain', both with 'Find' buttons. The 'Owner' window has a text field with 'Mono County' and a 'Find' button. The 'Search by APN15' window has a text field with '000101001000000' and a 'Find' button.



Working With Results

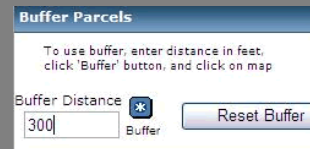
- Use toggle boxes to expand/collapse results tree
- Right click on a result for zoom/pan/remove options
 - Click 'Zoom to' to zoom all the way in to selected feature
 - Click 'Pan to' to pan to selected feature w/out zooming
 - Click 'Remove' to remove feature from results list
- Right click search task name to remove all task results from the results panel (or click 'Clear All')

The image shows two screenshots of the 'Results' panel. The left screenshot shows a tree view with 'Selected Set #1' expanded, showing 'Parcels (4)' and 'Search by APN (1)'. The right screenshot shows a detailed view of a selected parcel with fields for FID, APN, APN15, and TOWNSHIP. To the right of the screenshots is a legend with three icons: a magnifying glass for 'Zoom to', a hand for 'Pan to', and a red X for 'Remove'.



Using the Buffer Tool

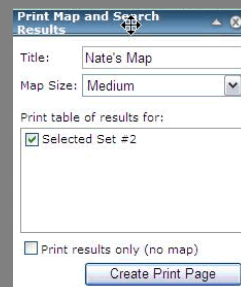
- A Buffer is an area within a specified radius of a selected point
- Buffer Tool is located in left panel, titled "Buffer Parcels"
- Enter a specific distance in feet
- Click the Buffer button, then click a spot on the map where you want to buffer
- Results for features within the buffer area behave the same way as standard searches
- Click "Clear Buffer" button to remove buffer graphic



Printing and Managing Results

- Perform any search/buffer tasks needed
- Zoom the map to the desired print extent
- Click "Print Map and Search Results"
- Give map a Title, select size, and select a results table if necessary
- Click "Create Print Page"

Print Map and Search Results





Using the Print Page

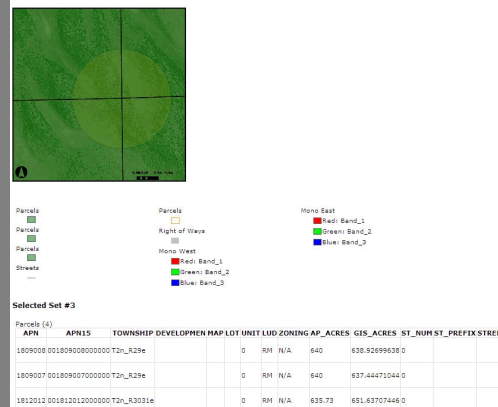
- There are several options for printing...

- File, Print

- Select and copy results in result table, paste into Microsoft Excel for a more manageable format

- Select and copy map, paste into Microsoft Word

Nate's Map



Case Study #2

1. Search for the Unit APN that contains all the condo units in the complex

2. Enter the first 9 digits of the 15-digit APN

3. How would you solve this?

4. Click the Print Map & Search Results button

5. Check the box for your APN search & the 'Print Results Only (no map)' check box then the Create Print Page button.

Unit APN15:

APN15: 003515015

Find

Results (right click results for zoom options)

☒ Unit APN15: (28)

☒ Units (28)

Records 1 - 25 of 28

- ☒ 137 Laurel Mountain Road, Krystal Villa East Unit
- ☒ 137 Laurel Mountain Road, Krystal Villa East Unit
- ☒ 137 Laurel Mountain Road, Krystal Villa East Unit
- ☒ 137 Laurel Mountain Road, Krystal Villa East Unit
- ☒ 137 Laurel Mountain Road, Krystal Villa East Unit
- ☒ 137 Laurel Mountain Road, Krystal Villa East Unit

Print Map and Search Results

Title: Map

Map Size: Small

Print table of results for:

☒ Unit APN15: (28)

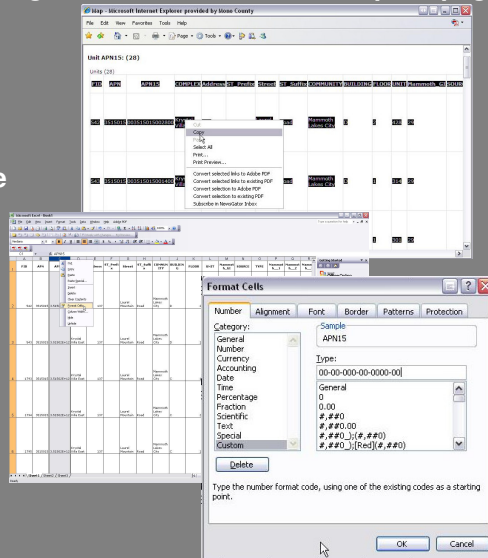
☒ Print results only (no map)

Create Print Page



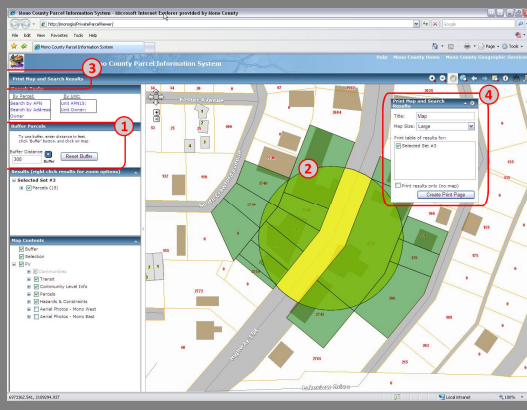
Case Study #2

6. Select all the records from the grid that is returned on the print page
7. Right-click, choose Copy
8. Open Microsoft Excel
9. In cell A-1 right-click, choose Paste
10. Right-click on the APN-15 field and choose Format Cells
11. Choose Custom, then enter the format: 00-00-000-00-0000-00
12. Click OK



Case Study #3

1. Need to send out a mailing to all property owners within 300' of a proposed project location
2. In the Buffer Distance dialog, enter the distance of the buffer
- How would you solve this?
3. Click on the blue Buffer button
4. Click on the map where the project focus will be
5. Click on the Print Map & Search Results button
6. Choose Large Map Size and check Selected Set
7. Click Create Print Page





Case Study #3

8. Right-click on the map on the Print Page and choose Copy
9. Open your template letter in Word and paste the image
10. Complete the mail merge process in Microsoft Word



Getting More Help

- ParcelViewer 2.0 Training Videos
 - Topic Specific demonstrations with audio
 - This training will be online!
- ParcelViewer Online Bug Tracking & Enhancement Request System
 - Coming soon...
 - The application is NOT perfect – you can help us improve it



Bugs & Known Issues

- Search results returns an error – No Matching Results



Cause:

- An incomplete set of information was provided to the search, or the information you are searching for is invalid

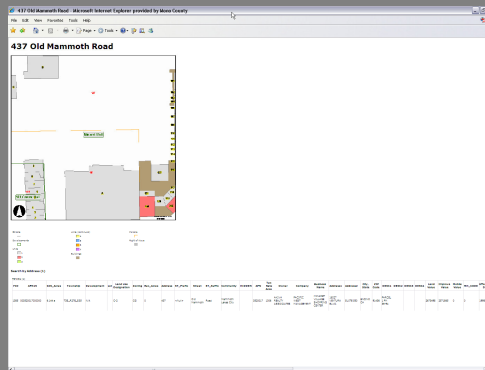
Solution:

- Verify that the information you are inputting is accurate
- If you know that the information you are searching for is accurate, but you are still getting this error, please report it!



Bugs & Known Issues

- Grid results display on Print is horizontal rather than vertical



Work-around:

1. Create Print Page
2. Right-click map image – Choose Copy
3. Open Word and Paste image
4. Copy information from Results Panel and Paste into Word



Bugs & Known Issues

- ID tool 'freezes' and will not allow you to change view layers or scroll down in the menu

Fix / Work-Around:

- Minimize application and switch to another browser window
- Restart browser

- Search Results & User Inputs 'stick' from the last time you used the Viewer

Cause:

- Tabbed Browsing – a previous session of the ParcelViewer was running in the Browser (open a new browser)

- ParcelViewer Session Times-Out

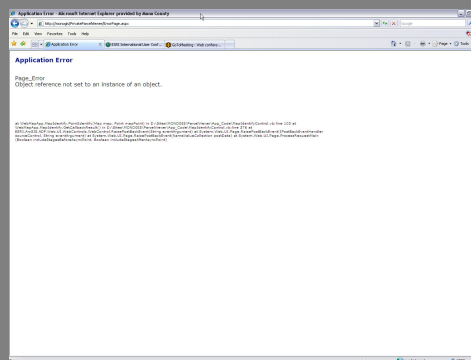
Cause:

The ParcelViewer is set to time out after 1 hour of idle use. Start a new session.



Bugs & Known Issues

- Grid results display on Print is horizontal rather than vertical



Cause:

- Various (you can Copy & Paste the error message into an email to us)

Work-around:

1. Close the entire browser
2. Re-start the ParcelViewer



Enhancement Requests

- Automatically zoom to the result, if only one match is found during a search
- Fix the Results Grid on the Print page so that it is vertical, instead of horizontal
- Select Parcels and Units during a Buffer selection
- Use an existing feature on the map for the source of your buffer (street, parcel, etc.)
- Search by 'anything' via smart-interface
- Your request here... (we'll try and solve it!)